CONSTITUTION OF THE NEVADA STUDENT ALLIANCE  
Effective May 28, 2014

ARTICLE 1 - The Association

Section 100  This association shall be named the Nevada Student Alliance (NSA).

Section 110  The purpose of the Nevada Student Alliance shall be:

110.1 To promote, foster, advance, represent, and protect the interests and welfare of the students of the Nevada System of Higher Education;

110.2 To give the students of the Nevada System of Higher Education a unified voice before all systems and legislative bodies;

110.3 To aid in the enactment of legislation for the common good, as well as the good of students; and

110.4 To aid member schools' student governments in the attainment of their goals without undue interference in their internal affairs.

ARTICLE 2 - Membership

Section 200  Each of the ten student governments (undergraduate and graduate) in the Nevada System of Higher Education (University of Nevada, Reno, University of Nevada, Las Vegas, Nevada State College at Henderson, College of Southern Nevada, Truckee Meadows Community College, Western Nevada College, Great Basin College and Desert Research Institute) shall be members of the Nevada Student Alliance.

Section 210  Each Student Government Organization shall have one voting representative on the Nevada Student Alliance.

210.1 Each president of the student governments shall act as or appoint a voting representative to serve on the Alliance.

210.2 Voting representatives shall be the only persons eligible for the positions of Chair, Vice-Chair and Secretary.
Section 220 Each president of the student governments may appoint an ex-officio representative to serve on the Alliance.

220.1 Officers from the member student governments shall be the only persons eligible to serve as ex-officio representatives.

Section 230 A representative serves one full year, to correspond with his or her respective institutional term of office, unless the representative resigns, is impeached and removed, or is removed by their respective student legislative body.

ARTICLE 3 –Meetings, Officers and Voting

Section 300 Meetings of the Nevada Student Alliance may coincide with meetings of the Nevada System of Higher Education Board of Regents and shall be held in compliance with Chapter 241 of the Nevada Revised Statutes.

300.1 The Nevada Student Alliance must have a quorum of at least two-thirds of its voting representatives to conduct business.

300.2 The meetings will be facilitated by a chairperson. The chair shall be elected by at least two-thirds of the Alliance’s voting representatives at the first meeting.

300.21 The chair will serve one term consisting of one year, to correspond with his or her respective institutional term of office.

300.22 No member organization shall hold consecutive terms as the chair.

300.23 The chair and vice-chair cannot be from the same member institution.

300.3 The chairperson has the following rights and duties:

300.31 The right to vote;

300.32 The responsibility for preparing agendas and submitting minutes for the next meeting;

300.33 The responsibility to run each meeting according to the latest edition of Robert's Rules of Order.
300.4 A vice-chairperson shall be elected by at least two thirds of the Alliance’s voting representatives at the first meeting.

300.41 The vice-chair will serve one term consisting of one year, to correspond with his or her respective institutional term of office.

300.42 No member organization shall hold consecutive terms as the vice-chair.

300.43 The chair and vice-chair cannot be from the same member institution.

300.5 The vice-chair shall have the following rights and duties:

300.51 The right to vote;

300.52 The responsibility to fill the position and duties of the chair in the event of said chair’s absence, resignation or impeachment.

300.6 A secretary shall be elected by at least two thirds of the Alliance’s voting representatives at the first meeting.

300.61 The secretary will serve one term consisting of one year, to correspond with his or her respective institutional term of office.

300.62 No member organization shall hold consecutive terms as the secretary.

300.7 The secretary shall have the following rights and duties:

300.71 The right to vote;

300.72 The responsibility to take minutes at every meeting and to ensure that the minutes are in a format ready for distribution with the agenda for the subsequent meeting;

300.73 If not able to attend a meeting, the responsibility to secure a substitute from the Alliance membership to take notes at that meeting and to obtain said notes and ensure that the minutes are in a format ready for distribution with the agenda for the subsequent meeting.
Section 310  Voting of the Nevada Student Alliance will have the following restrictions:

310.1 Any decision requires approval from at least one less than the number of voting members present, unless otherwise stipulated in this constitution;

310.2 Each representative shall have the right to send a proxy in his/her place if unable to attend. This person shall have the right to vote.

310.21 Each representative shall notify the Alliance Chair in writing in advance of the meeting of the person designated to be his or her proxy. The Chair shall indicate the designation of said proxy on the meeting record.

ARTICLE 4 - Amendment, Ratification and Impeachment

Section 400  Amendment and ratification of this constitution shall require the following procedures:

400.1 Proposal by:

400.11 A two-thirds vote of the Nevada Student Alliance members; or

400.12 A two-thirds vote of the member institution’s student legislative bodies.

400.2 Distribution by:

400.21 Final draft of the amended constitution shall be transmitted to members.

400.22 Each member shall distribute the amended constitution to his/her student legislative body.

400.3 Approval by:

400.31 Ratification of the constitution, as defined in this section, shall require approval from one less than the number of voting members present; and

400.32 Approval by the chancellor of the Nevada System of Higher Education.
Section 410  Impeachment and removal shall require the following procedure:

410.1  Any voting representative shall have the right to bring impeachment charges against a fellow voting representative, including the Chair and Vice-Chair.

410.2  A two-thirds vote of the Nevada Student Alliance members will impeach the representative.

410.3  At that point, each student legislative body shall appoint one person to serve on a jury that will hear charges and render a decision.

410.4  The decision to remove the impeached representative requires one vote less than the total number of jurors.
**Robert's Rules of Order Motions Chart**
Based on *Robert's Rules of Order Newly Revised (10th Edition)*

**Part 1, Privileged.** These motions are listed in order of precedence. A motion can be introduced if it is higher on the chart than the pending motion. § indicates the section from Robert's Rules.

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<tbody>
<tr>
<td>§21</td>
<td>Close meeting</td>
<td>I move to adjourn</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Majority</td>
</tr>
<tr>
<td>§20</td>
<td>Take break</td>
<td>I move to recess for ...</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Majority</td>
</tr>
<tr>
<td>§19</td>
<td>Register complaint</td>
<td>I rise to a question of privilege</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>None</td>
</tr>
<tr>
<td>§18</td>
<td>Make follow agenda</td>
<td>I call for the orders of the day</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>None</td>
</tr>
</tbody>
</table>

**Part 2, Subsidiary Motions.**

| §17 | Lay aside temporarily | I move to lay the question on the table | No    | Yes  | No      | No     | Majority |
| §16 | Close debate          | I move the previous question         | No    | Yes  | No      | No     | 2/3     |
| §15 | Limit or extend debate | I move that debate be limited to ...  | No    | Yes  | No      | Yes    | 2/3     |
| §14 | Postpone to a certain time | I move to postpone the motion to ...  | No    | Yes  | Yes     | Yes    | Majority |
| §13 | Refer to committee    | I move to refer the motion to ...    | No    | Yes  | Yes     | Yes    | Majority |
| §12 | Modify wording of motion | I move to amend the motion to ...    | No    | Yes  | Yes     | Yes    | Majority |
| §11 | Kill main motion      | I move that the motion be postponed indefinitely | No    | Yes  | Yes     | No     | Majority |

**Part 3, Main Motion.**

| §10 | Bring business before assembly (a main motion) | I move that [or "to"] ... | No    | Yes  | Yes     | Yes    | Majority |
### Part 4, Incidental Motions.
No order of precedence. These motions arise incidentally and are decided immediately.

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<tbody>
<tr>
<td>§23</td>
<td>Enforce rules</td>
<td>Point of Order</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>None</td>
</tr>
<tr>
<td>§24</td>
<td>Submit matter to assembly</td>
<td>I appeal from the decision of the chair</td>
<td>Yes</td>
<td>Yes</td>
<td>Varies</td>
<td>No</td>
<td>Majority</td>
</tr>
<tr>
<td>§25</td>
<td>Suspend rules</td>
<td>I move to suspend the rules</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>2/3</td>
</tr>
<tr>
<td>§26</td>
<td>Avoid main motion altogether</td>
<td>I object to the consideration of the question</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>2/3</td>
</tr>
<tr>
<td>§27</td>
<td>Divide motion</td>
<td>I move to divide the question</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Majority</td>
</tr>
<tr>
<td>§29</td>
<td>Demand a rising vote</td>
<td>I move for a rising vote</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>None</td>
</tr>
<tr>
<td>§33</td>
<td>Parliamentary law question</td>
<td>Parliamentary inquiry</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>None</td>
</tr>
<tr>
<td>§33</td>
<td>Request for information</td>
<td>Point of information</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>None</td>
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### Part 5, Motions That Bring a Question Again Before the Assembly.
No order of precedence. Introduce only when nothing else is pending.

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<tbody>
<tr>
<td>§34</td>
<td>Take matter from table</td>
<td>I move to take from the table ...</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Majority</td>
</tr>
<tr>
<td>§35</td>
<td>Cancel previous action</td>
<td>I move to rescind ...</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>2/3 or Majority with notice</td>
</tr>
<tr>
<td>§37</td>
<td>Reconsider motion</td>
<td>I move to reconsider ...</td>
<td>No</td>
<td>Yes</td>
<td>Varies</td>
<td>No</td>
<td>Majority</td>
</tr>
</tbody>
</table>
OPEN MEETING LAW OUTLINE

OPEN MEETING LAW APPLIES (NRS 241.015):
- When a quorum (simple majority) of the members of the public body or of a subcommittee gather to deliberate toward a decision.
- “Public body”=gov. board, commission, university foundation, consisting of at least two persons which expends or disburses, or supported in whole or in part by tax revenue, or which advises or makes recommendations to such a body
- To serial meetings of less than a quorum if deliberation toward decisions occur or if decisions are made with intent to avoid OML requirements. NRS 241.015(3).
- “Deliberate” means “collectively to examine, weigh and reflect upon the reasons for or against the action. The term includes, without limitation, the collective discussion or exchange of facts preliminary to the ultimate decision.” NRS 241.015(2).

OPEN MEETING LAW DOES NOT APPLY (NRS 241.015):
- To social gatherings if no deliberation occurs (NRS 241.015(3)(b).
- To meetings with attorneys regarding potential or existing litigation (NRS 241.015(3)(b).
- To receipt of information at briefings so long as no deliberation occurs.

POSTING AND AGENDA REQUIREMENTS INCLUDE (NRS 241.020):
- Time, place, and location of the meeting—meetings are open unless closed session requirements followed (NRS 241.030)
- A list of no less than 3 places where the notice was posted,
  - Include principal place of business or if none, then place where meeting to be held on notice/agenda.
- A statement regarding assistance and accommodations for physically handi-capped people on agenda.
- Agenda contains clear and concise statement of the topics; action items designated, new business item.
- Public comment before any action taken and at end of meeting, or after each item before action is taken; only reasonable time, place, manner restrictions permitted.
- Agenda posted and mailed no later than 9 a.m. of the third working day before the meeting.
  - Post notice and agenda on public body website and on state website.
  - Notice of meetings must be provided to all persons who have requested such notice within last 6 months.
  - Name and contact information of person to contact for supporting material.
  - Copy of materials, unless confidential, must be available at meeting or already provided to members of public on request.
  - Materials must be made available at the time they are made available to members of the public body.
- Emergencies are defined as disasters (acts of God) or impairment of public health and safety

RECORDKEEPING REQUIREMENTS (NRS 241.035):
- Minutes must be made which include: date, time and place of meeting;
  - List of members of public body present and absent;
  - Substance of all matters proposed, discussed, decided;
  - Substance of remarks of members of public and retain copies of any written remarks;
  - Record of their votes, if member requests; and
  - Any other information requested to be included by member of public body.
• Meetings must be recorded by audiotape or other sound reproduction or transcribed by a certified court reporter.
• Audio recordings or certified transcripts must be kept for one year—made available at no cost.
• Minutes or audiotape must be available for public inspection within 30 working days.
• Minutes must be retained for five years, then archival preservation.

CONDUCT OF MEETING AND VOTING (NRS 241.020, NRS 241.0355):
• Meeting must be public and accessible to public; if held by telephone, all members of public must be able to hear all speakers.
• Members of public may record meeting if it doesn’t interfere with meeting.
• Discussions must remain on topic.
• Action is taken by a majority vote of the members who are present, unless public body composed of all elected members (then the vote must be by a majority of the elected members); BOR=7 affirmative votes for action (NRS 241.0355).

PRIVILEGES (NRS 241.0353):
• Absolute privilege of statements made by members during meeting (NRS 241.0353(1)), e.g. no defamation or grounds for civil action
• Witnesses have privilege to publish defamation if it is not a knowing misrepresentation (NRS 241.035(2)).

CONSIDERATION CHARACTER, ALLEGED MISCONDUCT, PROFESSIONAL COMPETENCE, OR PHYSICAL OR MENTAL HEALTH OF A PERSON; ACQUISITION OF REAL PROPERTY BY EMINENT DOMAIN OR ADMINISTRATIVE ACTION AGAINST A PERSON (NRS 241.031, NRS 241.033, NRS 241.034):
• No closed meetings re Chancellor, Presidents or Regents (NRS 241.031).
• There are special notice requirements and hearing conduct requirements. See NRS 241.033 and NRS 241.034.
• Cannot discuss the character, alleged misconduct, professional competence or physical or mental health of a person without giving that person advance written notice.
• Cannot discuss competence (e.g. performance) of employees (other than Chancellor and Presidents) in public—violation of OML and personnel matters are confidential under BOR Code, Title 2, Ch. 5, Sec. 5.6.

CORRECTIONS, CRIMINAL AND CIVIL PENALTIES (NRS 241.0365-241.040):
• Attendance of meeting with knowledge of violation=misdemeanor.
• Wrongful exclusion of anyone=misdemeanor.
• Member attending meeting is not an accomplice of other members.
• Civil penalty=with knowledge of violation $500.
• Individuals aggrieved may sue (but $ damages not specified).
• Actions in violation are void or Court may enter injunction against the public body.

CORRECTIVE ACTION (NRS 241.0365)
• Public body may correct the mistake before adjournment or within 30 days after alleged violation.
STUDENT GOVERNMENT (NRS 241.017)

- BOR to establish rules for student governments “equivalent to those of this chapter and shall provide for their enforcement.” See BOR Handbook, Title 4, Ch. 20. BOR adopted OML for student government and provided disciplinary sanction and removal from office.

TITLE 4, CHAPTER 20, SECTION B.—STUDENT GOVERNMENT

3. Regulations for Meetings of Student Governments

1. Pursuant to Nevada Revised Statutes 241.017, the Board of Regents establishes these regulations for the meetings of the student governments of the NSHE.

2. "Student government" means each association of students within the NSHE whose constitution has been approved by the Board of Regents of the NSHE.

3. The meetings of any multi-member executive or legislative body, committee, subcommittee, commission or subsidiary thereof of a student government shall be held in accordance with the provisions of the Nevada Open Meeting Law, Chapter 241 of the Nevada Revised Statutes, as amended.

4. This section shall not apply to judicial proceedings of any student government, except for proceedings or meetings to consider the adoption of rules.

5. Violations of this section shall be treated as follows:
   a. Any action taken in violation of the provisions of this section is void.
   b. Each official of a student government who attends a student government meeting covered by the provisions of this section where action is taken in violation of any provision of this section with knowledge of the fact that the meeting is in violation thereof has engaged in conduct which violates an applicable stated policy of the Board of Regents of the NSHE, and such conduct constitutes a violation of Section 6.2.2(t) of the NSHE Code.
   c. The wrongful exclusion of any person or persons from a student government meeting covered by this section is conduct in violation of Section 6.2.2(t) of the NSHE Code.
   d. An official of a student government who attends a student government meeting covered by this section at which action is taken in violation of this section is not the accomplice of any other member so attending insofar as violation of the NSHE Code is concerned.
   e. Any violation of this section constitutes a violation of Section 10.2.1(u) of the NSHE Code and shall be processed procedurally in accordance with Chapter 10 of the NSHE Code.
   f. The office of every student government official found to have engaged in conduct in violation of this section shall become vacant upon a final determination being made under Chapter 10 of the NSHE Code that such violation has occurred.